

REQUEST FOR TELEPHONE SERVICES

MEMORANDUM FOR: CHIEF,

- OFFICE OF COMMUNICATIONS

SERVICE REQUESTED:

It is requested that private telephone lines be installed between the Director, National Foreign Assessment Center in Headquarters Building and the Director, Office of Imagery Analysis in [ ] and the Director, Office of Geographic and Cartographic Research in Ames Building.

JUSTIFICATION:

The Director of the National Foreign Assessment Center currently has private lines with his subordinate office directors within the Headquarters Building and desires to have similar direct and immediate contact with his two subordinate office directors outside the building.

SPECIAL CONSIDERATIONS, IF ANY:

In addition to providing improved communications, the two private lines will result in considerable savings annually in time spent waiting for calls to be put through.

DEADLINE DATE, IF APPLICABLE  5 November 1979	COST CENTER	ATTACHMENT  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
LOCATION WHERE WORK IS TO BE PERFORMED (room no. & bldg.)  Room 7E44 HQS	CONTACT OFFICIAL  [ ]	TEL. EXT.  [ ]
DATE OF REQUEST  5 October 1979		

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